

**HUMAN RESOURCES OFFICE - CALIFORNIA NATIONAL GUARD
TECHNICIAN VACANCY ANNOUNCEMENT**

VACANCY ANNOUNCEMENT #

09-662A

OPEN PERIOD:

12/21/2009 – 2/4/2010

JOB TITLE:

Health Technician

PAY GRADE AND SERIES:

GS-0640-08

PAY RANGE:

\$46,904 - \$60,977

POSITION LOCATION:

March ARB, CA.

UNIT:

163rd

PDCN #: 80719000

Security Clearance Required:

Secret

APPOINTMENT TYPE: INDEFINITE - DUAL STATUS

AREA OF CONSIDERATION: ALL SOURCES

Military grade of E-1 through E-7.

Compatible Military Grade Assignment: AFSC 4N0X1, 4A0X1.

Key Requirements:

THIS IS AN INDEFINITE POSITION

Selectee may be non-competitively converted to permanent status if/when funding becomes available

This position is located in the Medical Group at an Air National Guard (ANG) Wing and reports to the Health System Specialist. The primary purpose of the position is to serve as the functional expert for issues pertaining to Aerospace Medicine and Force Health Management programs. Incumbent manages essential programs, which impact individual medical readiness (IMR) and personnel fitness for continued worldwide deployability. The position occupant serves as a member of or an advisor to, management boards and committees as well as Wing leadership regarding Force Health Management and Aerospace Medicine.

Recruitment/Relocation Incentive/Advance in Hiring Rate Based on Superior Qualification IS NOT authorized.

PAYMENT OF PERMANENT CHANGE OF STATION (PCS): Payment of Permanent Change of Station (PCS) IS NOT authorized, based on a determination that PCS move is not in the Government interest

Position Requires Travel: Infrequent/Rare.

QUALIFICATIONS and EVALUATION:

General: Experience which has provided some familiarity with medical care and a basic knowledge of procedures and equipment used in providing support services to medical or health personnel; must have a knowledge of administrative methods and procedures used in providing support services.

Health Technician GS-0640-08: Must have one year experience equivalent to GS-07 that provided the ability to develop plans, procedures, goals and objectives in support of the Aerospace Medicine and Force Health management programs by using extensive knowledge of the Department of Defense (DOD), Occupational Safety Health Administration, (OSHA), United States Air Force (USAF) and Air National Guard (ANG) directives, policies and standards, flight medicine and related aero medical and force health management concerns; advises and makes recommendations to senior officials on force health issues related to physical exams, standard and flight medical activities to ensure compliance; determines requirements, requests, funding and administers accounts for supplies, equipment and medical assessment; implements and maintains information management systems utilized including preventive health assessment (PHA), individual medical readiness (PIMR), Aero Medical Info Management Waiver Tracking Systems (AIMWTS), Physical Exam Processing Program (PEPP), Grounding Management Info System (GMIS) and other related programs; Administers the Physical Examinations and Standards (PES) program and serves

as a medical expert on related issues; manages the Reserve Component Periodic Health Assessment (RCPHA) program; acts as Medical Group Customer service expert; monitors the medical status of military personnel.

KNOWLEDGES, SKILLS, AND ABILITIES: The following knowledge's, skills, and abilities will be used by the selecting officials to determine the best qualified applicants from which selection will be made:

1. Knowledge of the mission, organization, requirements and procedures of military medicine to provide guidance and assistance on multiple policies and quality assurance relating to health care programs.
2. Knowledge of medical terminology, anatomy, and physiology and skill in applying and extensive body of rules, regulations, procedures, and precedents relations to the physical standards program and ability to resolve complex procedural and substantive problems.
3. Knowledge of physical exam techniques to include taking and recording blood pressure, pulse, height, weight, routine visual acuity testing, and interpretation of hearing tests.
4. Knowledge of International Classifications of Disease (ICD) and other specialized references for coding medical conditions.
5. Knowledge of information management systems utilized for aerospace medicine and force health protection programs to include PIMR, AIMWTS, PEPP, GMIS, and others.
6. Knowledge of DOD, OSHA, Military Health Services systems, USAF, ANG, and Federal, state and local policies to administer medical unit programs.
7. Knowledge of medical records program with the ability to maintain medical and dental records, analyze records and audit data.

SUBSTITUTION OF EDUCATION FOR SPECIALIZED EXPERIENCE: High School Graduate or the equivalent may be substituted for 3 months of specialized experience. Education in schools above the high school level may be substituted for experience on the basis of one academic year of study (i.e., 36 weeks of substantially full-time study, or 30 semester hours or the equivalent) for 12 months of the required experience. Each 30 semester hours credited must have included at least six semester hours in courses which are directly related to the type of work of the position.

COPIES OF TRANSCRIPTS ARE REQUIRED FOR EDUCATION TO BE CREDITABLE

CREDITING NATIONAL GUARD EXPERIENCE: NATIONAL GUARD SERVICE MAY BE CREDITED AS FULL-TIME EXPERIENCE WHEN EVALUATED AGAINST THE QUALIFICATION REQUIREMENTS FOR A MILITARY TECHNICIAN POSITION. EXPERIENCE MUST BE DIRECTLY RELATED TO THE POSITION AND MUST BE DESCRIBED IN THE WORK EXPERIENCE SECTION OF THE APPLICATION. THE LEVEL OF EXPERIENCE WILL BE DETERMINED BY THE ACTUAL DUTIES AND RESPONSIBILITIES PERFORMED.

CONDITIONS OF EMPLOYMENT:

- Must qualify for appropriate level of security clearance required for the position.
- Must maintain a compatible military unit, grade, and job assignment within the CA National Guard and wear appropriate military required grooming standards.

HOW TO APPLY:

1. Submit an Optional Form (OF) 612, Optional Application for Federal Employment **OR** a current resume.
2. Attach any required documents (see Required Documents below).
3. Submit application package to the California National Guard – HRO Office via email at NGCAHRJOBSTECH@CA.NGB.ARMY.MIL
4. Please title your emails to fit the format of (Last Name, First Name - Announcement Number); (i.e., Smith, Joe – 09-001)

IF YOU DO NOT RECEIVE A CONFIRMATION EMAIL WITHIN 2 BUSINESS DAYS, PLEASE CONTACT THE HRO STAFFING TEAM AT (916) 854-3350

REQUIRED DOCUMENTS (Application Packet):

- OF 612, Optional Application for Federal Employment **OR** current resume (mandatory)
- Transcripts, if applicable

OPTIONAL DOCUMENT (Application Packet):

- SF 181, Ethnicity and Race Identification Form

APPLICATION FORMS ARE AVAILABLE AT THE HUMAN RESOURCES OFFICE WEBSITE

www.calguard.ca.gov/cahr and at www.opm.gov/forms/ .

APPLICATIONS ARE ACCEPTED VIA EMAIL ONLY TO: NGCAHRJOBSTECH@CA.NGB.ARMY.MIL

The Human Resources Office will not accept applications via fax or mail without prior consideration from HRO Staffing. Resumes and Applications (OF 612) must include a valid return email address.

Upon receipt, the Human Resource Office will review your application packet to determine if it meets the minimum Qualifications Requirements and the Area of consideration. The rating you receive is based on your application and supporting documents that you provide. Please follow all instructions carefully. **Applications or resumes without a current return email will not be considered.** Errors or insufficient information may affect your rating.

ALL APPLICATIONS MUST BE RECEIVED IN THE HUMAN RESOURCES OFFICE (HRO) BY Midnight (Pacific Time) BY THE CLOSING DATE INDICATED ABOVE.

VETERANS PREFERENCE DOES NOT APPLY.

All California National Guard Technician Vacancy Announcements can be found on our job website. Questions about announcements or how to apply may be directed to HRO Staffing at (916) 854-3350 or via email to NGCAHRJOBSTECH@CA.NGB.ARMY.MIL

THE CALIFORNIA NATIONAL GUARD IS AN EQUAL OPPORTUNITY EMPLOYER